

LONDON MINOR LACROSSE ASSOCIATION

REGISTRATION REFUND REQUEST

DATE OF REQUEST: _____

PLAYER NAME: _____

ORIGINAL PAYEE NAME: _____

MAILING ADDRESS: _____

CONTACT PHONE: _____

CONTACT Email: _____

PRIOR TO FIRST FLOOR TIME:

FIRST TWO WEEKS:

SWEATER RETURNED:

EQUIPMENT RETURNED (GOALIE):

CONVENOR'S SIGNATURE: _____

REFUND POLICY:

1. Refund request received prior to first floor time – full refund less any late or NSF fees. If original payment was cash – refund cheque issued immediately (estimated processing time – 2 weeks). If original payment was by cheque – refund cheque will be issued no earlier than 2 banking cycles after initial cheque deposit to ensure cheque has cleared (estimated processing time – 2 months). Refund request to be filled and mailed to the Registrar or refund information can be forwarded by email. If the name on the refund cheque is to be different from the name on the original registration cheque you must submit a refund form along with a formal written explanation for the cheque destination change c/w stamped self addressed return envelope to our mail box .
2. Refund request received April 15 – May 1. Full refund less any late or NSF fees, less \$25.00 processing charge. Refund cheque policy as noted above. Refund request must be submitted on paper and must be signed by House League Director/Convenor verifying that any issued equipment (sweater or goalie equipment) has been returned in good condition. Paper copy of refund request form to be forwarded to Registrar.
3. Refund request received after May 1 – no refund available.

Registrar Notified: _____

Treasurer Notified: _____

Chairman Approval: _____

LMLA Player #: _____

Pulled OLA Form _____

Updated OLA Database: _____

Payment Type: _____

Original Payment: _____

Cheque Cleared: _____

Refund Amount: _____

Cheque Issued: _____

Cheque #: _____